

## **EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE (EEOAC)**

**November 12, 2003**

Prepared by: Charles V. Ross

Approved: March 10, 2004

### **Members Present**

Tony Dickerson  
Charles Ross  
Nimal Diunugala  
Debbie Sanchez  
Ivonne Guzman-Cicero  
**Gayle Yost, EEO  
Officer, Consultant**

### **Guests Present**

### **Members Absent**

Judy Yee  
Russell Grace  
Merrin Bueto  
Joe Guerrero  
Teresa Medeiros

The meeting was called to order at 9:40 a.m. by Tony Dickerson, Chairperson, and held via video-conference media between Room #550 located at Cal-EPA Headquarters Building, Sacramento and Conference Room 111 located at Annex 2, ARB Building, El Monte.

### **APPROVAL OF PREVIOUS MINUTES**

Because there was not a quorum, no vote was taken to approve any previous minutes.

### **DISABILITY ADVISORY COMMITTEE REPORT**

There were no reports for the Disability Advisory Committee

### **CONTINUING (OLD) BUSINESS**

#### **EEOAC Handbook**

The EEOAC handbook was put on hold because two of the subcommittee team members, Merrin Bueto and Joe Guerrero were absent.

## **NEW BUSINESS**

### EEO Officer Assignment

As a result of a recent VBB, Gayle Yost presented the committee with an assignment to evaluate the Sexual Harassment Certification process and form. The committee has been asked to come up with a recommendation for clarification, improvements or additions regarding the policy and procedures related to the Certification of Understanding. In conjunction with suggestions and recommendations from EEO staff, proposals for changes will be provided to the Executive Office.

The next meeting, which will be held on December 10, 2003, will be a working meeting to discuss the Certificate of Understanding.

Suggestions and comments for the "Sexual Harassment Certification" form should be e-mailed or submitted by the Dec 10<sup>th</sup> meeting.

## **ADJOURN**

The Chairperson, Tony Dickerson adjourned the meeting at 11:25 a.m.